

CONTRACT INSPECTION ASSIGNMENT RECORD

TO:	NPIC	DATE	1 March 1966
FROM:			
SUBJECT			
C			
R			66-100,498
C			
ITEM	Study Program to determine the feasibility of utilizing Automatic Focusing Systems.		

1. Your Office is responsible for performing inspection under the subject Contract. A part of this responsibility is the monitoring of the Contractor's performance at his facility to determine if the quality standards of the Contract are being met. It is also requested that you authenticate the need for and the proper use of any Government furnished property made available to the Contractor in accordance with the Contract.

2. To assist in our evaluation of this Contractor's capability and performance, send us a report of each inspection visit. Both the interim and the final reports should include information relative to the contractual provisions for delivery and expenditure, as well as your judgment of the Contractor's overall performance. The final report should be in narrative form and should include a statement certifying that all deliverable items listed in the Contract have been received. (Use reverse side of Form 1897 for narrative.)

3. Reports that indicate overall performance as unsatisfactory or barely adequate should support such evaluations with detailed explanations of the specific discrepancies and the corrective action which is being taken. Reports should be submitted at intervals of no more than sixty (60) days so that reimbursement may be made on the basis of a current evaluation of performance by the Contractor. (Form 1897 may be used for interim reports.)

4. Current inspection reports are required from you before Contractor's invoices can be paid.

5. Incentive Contracts require close review during performance whenever award or performance incentives are to be applied. The final report must reflect an accurate evaluation of total performance and the level of objectives attained so as to establish the basis for incentive award.

6. Indicate your acceptance of this inspection responsibility by filling in the name of the inspector/monitor and his extension in the space below on one copy of this form and return it to us.

INSPECTOR			25X1
FORM 10-64	Approved For Release 2003/06/11 : CIA-RDP78B04770A002000030011-6 <input type="checkbox"/> UNCLASSIFIED <input checked="" type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET		(12-36)